

Memorandum



TO: Distribution List

FROM: Bryan Tippie, Budget Director

DATE: May 9, 2006

Re: Minutes of the May 4, 2006 Finance Committee Meeting

Committee Members present: Mr. Ray Graham and Mr. Bill Downey

The Finance Committee met on May 4, 2006, at 4:00 p.m. in the Warren Green Building, 2nd Floor Conference Room at 10 Hotel Street. This document reflects the official minutes of that meeting.

County Treasurer's Report: The Treasurer's Report was provided for the Finance Committee's consideration.

County Attorney's Report: The County Attorney's Report was also provided for the Finance Committee's consideration.

Consent Agenda

Supplemental Appropriations:

The following supplemental appropriations were considered for forwarding to the Board of Supervisors for their action unless otherwise noted.

FY 2006

1. Fire & Rescue Association (F&RA) - \$197,596

\$197,596 from Fire & Rescue Association Real Estate tax levy was approved for appropriation for increased contributions to the separate companies.

2. Budget Office - \$30,000

\$30,000 from Fund Balance was approved for appropriation to Town of Warrenton to support interim staffing to the Mosby House. Funds were approved for this action in FY 2005, but were actually paid in early FY 2006. The initial \$30,000 had reverted to the FY 2005 Fund Balance.

3. School Division - \$379,971

- a. \$332,675 from additional State funds was approved for appropriation to the School Division for mitigation of increased fuel costs.
- b. \$47,296 from State Medicaid reimbursement funds was approved for appropriation to the School Division for remedial education.

FY 2006

Transfers:

None

Regular Agenda

Supplemental Appropriations:

FY 2007

1. Community Development - \$127,139

\$127,139 from County Development fee revenue was approved for appropriation for the Directed Assistance Review Team (DART). The DART includes four (4) positions: Senior Planner, Zoning Office; Assistant County Engineer, Engineering Office; Senior Planner, Planning Office and a Senior Administrative Associate. DART will focus on assisting business through the development process. Total costs are \$254,278.

FY 2006

2. Fire and Emergency Services - \$8,565

\$8,565 from the Fire & Rescue Association was approved for appropriation to Fire & Emergency Services for training classes provided.

3. Fire and Rescue Association - \$2,276

\$2,276 from local businesses to reimburse for supplies used on hazardous material spills was approved for appropriation.

4. Warrenton-Fauquier Joint Communications Center (WFJCC) - \$70,738

\$30,000 from additional WFJCC communications revenue, \$12,396 from State Grant funds, and \$28,342 from WFJCC fund balance was approved for appropriation to WFJCC to support the implementation of the Springsted pay and classification study and for other compensation issues.

Transfers:

FY 2007

Community Development - \$127,138

\$127,138 from the Contingency Reserve was approved for transfer to Community Development to fund the other half of the DART program.

Comments

1. Finance: Bryan Tippie for Vivian McGettigan, Finance Director

Health Insurance – Health insurance costs for April increased 8.2% over same period in the prior year. Average monthly expenditure for FY 2006 is \$1,033,996.

2. Budget: Bryan Tippie, Budget Director

- a. Revenue Report – There were several changes from the April Revenue Committee report. Currently revenue is projected to be approximately \$500,000 above the FY 2006 revised revenue projections.

- b. Alice Jane Childs Building Data Center – The AJC Data Center renovation project contract is ready to be signed, however the funds are not available until July 1, 2006 (FY 2007 Budget). There is a resolution on the Board of Supervisors' May 11 agenda in the amount of \$5.5 million for reassessment funded projects. This resolution has been amended to support the Data Center project using the Sports Complex Infrastructure Project funds. The amount taken from the Sports Complex will be replenished in July 2006 (FY 2007) from the original Data Center FY 2007 adopted appropriation.
- c. Third Quarter Budget Report – Mr. Tippie presented and briefed the Finance Committee on this report. Some internal adjustments will require balancing several accounts, however there are no overall major concerns.

3. Procurement: Sue Monaco, Supervisor

The Finance Committee was briefed on the Public-Private Education Facilities & Infrastructure Act of 2002. Revisions to the 2004 local adopted policy have been proposed which requires the approval of the Board of Supervisors. Before this can be presented to the Board of Supervisors additional information on this Act was requested of staff to be addressed at the next Finance Committee Meeting.

4. Parks & Recreation: Larry Miller, Director

Lake Brittle – Mr. Miller relayed that the new Park Manager starts on May 8.

The cost for a pump and haul sewage system in order to support a larger building at Lake Brittle was submitted to Virginia Department of Game and Inland Fisheries (VDGIF) but as of this date, a response has not been received.

Staff suggested the County prepare a lease for Lake Brittle and submit it to VDGIF for consideration. A lease would allow the County to establish the hours of operation for this facility.

Other

Mr. Miller also thanked the Board Members for allowing Parks and Recreation to carryover funds for projects not completed in FY 2005. The completions of these projects have resulted in marked improvement in various facilities.

**The next Finance Committee Meeting will be
June 1, 2006 at 4:00 p.m.**